

Application for temporary permit

OFFICE USE ONLY

Zone

Permit No.

Expiry date

Prepared by

Date of issue

Cheque No.

Credit card TXN

Cash/PO

Receipt No.

Please return this form to:

Parking Services, Royal Borough of Greenwich, P.O. Box 8607, London SE18 6ZB.

Temporary permits are only available to residents/businesses within a Controlled Parking Zone. They will only be issued for a maximum of 4 weeks.

An administrative cost of £ will be charged for issuing the permit.

Applicant details

Surname and Title (Mr, Mrs, Ms, other or Business Name)

Forenames in full

Address

Telephone no. home

Business

I wish to apply for a temporary permit for a

Courtesy vehicle Yes No Hire vehicle Yes No as shown below

Registration number of vehicle

Make, type and colour

Vehicle height must not exceed 3 metres. Vehicle width must not exceed 1.95 metres.

Date when you wish the permit to start from

How to pay

By Cheque

I enclose cheque/postal order payable to **Royal Borough of Greenwich**

Amount £

By Credit/Debit Card

You can pay by credit/debit card either by telephoning **020 8921 4339** or in person at the Royal Borough's cash office at **The Woolwich Centre, 35 Wellington Street, Woolwich, London SE18 6HQ** or by card at **The Eltham Centre, 2 Archery Road, Eltham SE9 1HA** between 9.00am and 5.00pm Monday to Thursday and 9.00am and 4.30pm Friday.

Telephone Payment

When you telephone, your credit/debit card details will be requested and your payment securely taken. You will be given a 'Service Request ID' which you **MUST** enter in the box below together with the date of payment and amount before sending the completed, signed form and required supporting documents to the address above.

Service Request ID

Date of Payment

Amount

Important

Please enclose one the following documents with your application (your application will not be processed unless the requested documents are provided).

Courtesy vehicle - The Agreement or Official letter from the garage loaning the vehicle to you showing vehicle details and your name & address.

Hire vehicle - A copy of the hire agreement showing vehicle details and the name & address of the hirer. If you are a resident please provide proof of residency (public utility or council tax bill no more than 3 months old or Rent/Pension/Benefit book, bank statement or building society book (photocopies only). Proof of business.

The Council's Data Protection Privacy Notice is published here: royalgreenwich.gov.uk/info/20003/data_protection_and_freedom_of_information/4/data_protection_privacy-notice which sets out how the Royal Borough uses your information and how we protect your privacy.